A

Moſt breefe, eaſie and plaine receite for faire writing.

Wherin the Author being well ac- quainted with the cauſes, which in theſe daies hinders it, hath for the good of his Cun-*trie, ſo diſtinguiſhed and broken euery perticular letter* for the true making thereof, and ſo perfect-*ly and plainely ſhewed the ready way of true ioyning the ſame.*

Both for the Roman and Secretary handes, as any one of ordinarye yeres and capacity, not hindring any other buſines, may at his idle times by his own priuate practiſe, in ſhort time attaine to write, to ſerue very good vſes either in office or otherwiſe.

AT LONDON
Printed by E. A. for Iohn Perin, and are to be ſolde in Paules Churchyard *at the ſigne of the Angell.*

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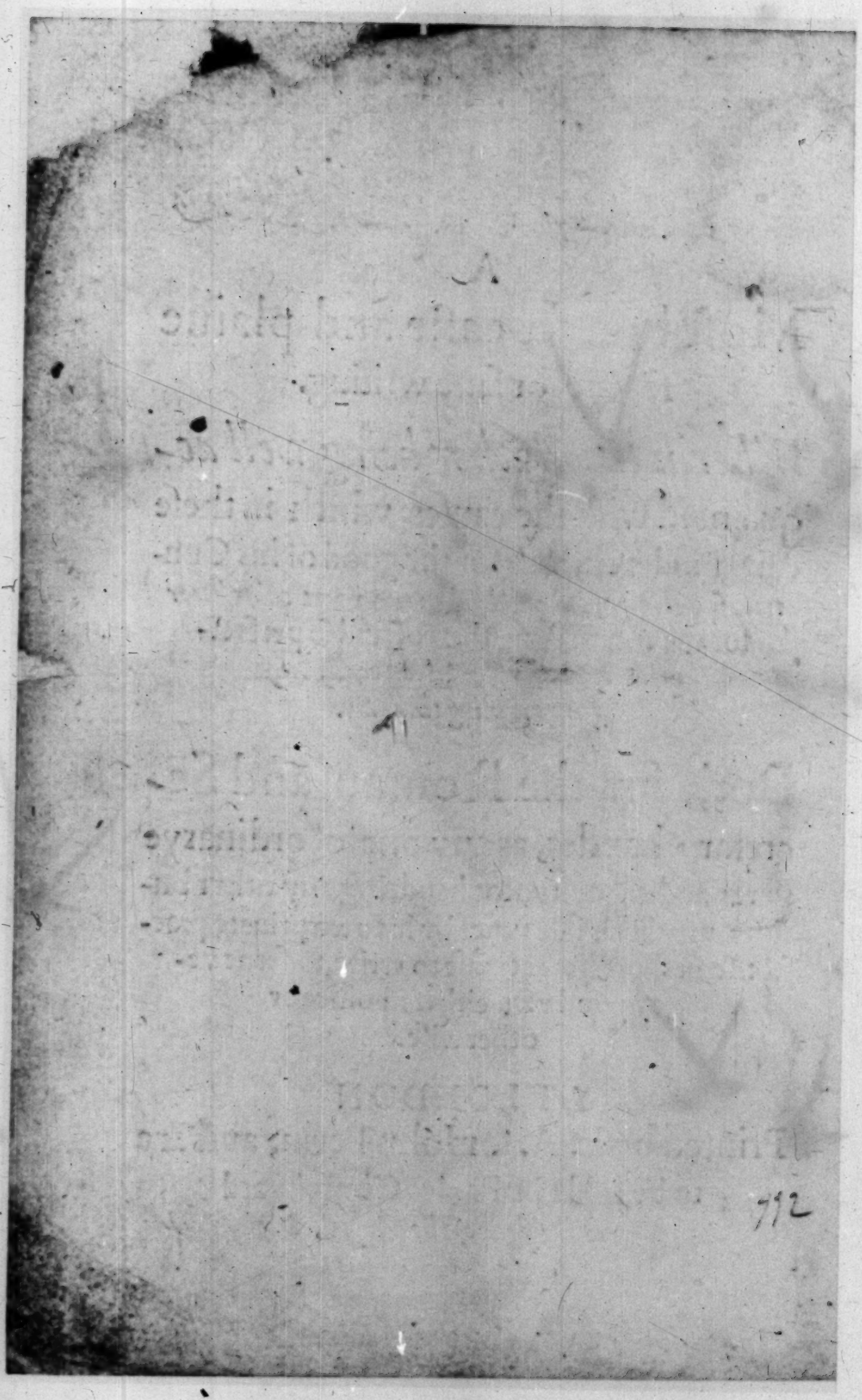

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To the right Worſhipfull my ſin-
guler good Maiſter, M. Thomas Powle
Eſquire, one of the ſixe Clarkes of her Maie-
ſties moſt honourable Courte of Chauncery. W. P.
wiſheth all happines with increaſe of ſpirituall
bleſsinges in the greateſt
meaſure.

RIght worſhipfull I haue here vndertaken a woorke, how profitable, I referre to the euent. And for that I had no better meanes then this to manifeſt my duetie I haue preſumed to make your W. the patrone of my trauell: wherein if you ſhalbe pleaſed to allow me your ordinarie fauour, it will be of force ſufficient not onelye to defend me from the greateſt aduerſarie, but alſo to arme and encourage me to a worke of better effect. Thus as I haue preſumed to commit vnto your W. this my firſt croppe, ſo will I in my beſt exerciſes commend all your actions to be gouerned by the Lord.

Your W. moſt bounden
ſeruant in the higheſt de-
gree of his duetie.
W. Pank.

To the Reader.

GEntle Reader, in respect that many would willinglye attayne the perfection of writing, and cannot, either for that their abiding is too farre off, or holde backe by occasion of busines or otherwise (which is most like,) that some newlye sprong in that knowledge, haue rated it so high as the greater sort that would, cannot, by reason of the price, and other better able for the same cause will not. This Author hath deuised such plain, easie, & exact, rules for faire writing, as any one of ordinary yeeres and capacitie, (much more they of greater iudgement) not subiect to impediment, may in a short space, at idle times not hindring their other busines, and by their owne priuate practice attain, to write both the secretary, and roman hand, to serue very good vses either in office or otherwise.

Such as teach by great.

Though they neuer handled pen.

And to the end, that he would auoide all occasions that might hinder his honest meaning in this his profitable woorke: he promiseth to such as shall buye his booke, that whatsoeuer either in the same, or otherwise belonging to writing shall seeme hard, that he will gratis shew it them by woord of mouth, if they repaire vnto him. Vltimo Septembris. 1591.

Quod ignoras, ne doceas.

W. Panke.

First I haue thought good to begin with the breaking of euery perticular letter.

For your a the plainest and easiest waye is ẏ you make the first parte round thus o (for to make it otherwise will sæme hard to a learner) then, from the vttermost parte therof, towards your right hand, make a small stroke thus o which doone, set on your pen where you fastned your last stroak, and from thence draw down a straight stroake no lower then your firste compasse thus. o o a a

Your b is thus made. First make a slope stroak thus at the vpper end wherof set your pen, and turning it ouer a little towardes your lefte hand thus bring it straight downe so far as your lyne that you writ vpon thus ſ which doone, set your pen a little behinde the end therof thus ſ and bringing it straight forward thus ſ then turne it vp round in this manner ſ ſ b b

Your c is easily made with a straight stroake thus c which done, set your pen on the toppe of it, and with the edge as small as you can drawe a stroke from your right hand forward, halfe so long as your first straight stroke thus c c

Your d is made with the halfe of the first parte of your a thus c which done, make a straight slope

ſtroake ioyning to the higheſt parte of your former compaſſe thus d and ſo at once cloſe him round, ſo as it may ſtill kéep his compaſſe as an o thus d

e For your e. make your firſt parte of the d thus e which done, ioyne to the head of it another like compaſſe, halfe as big as the firſt thus e e

f For your f the plaineſt and eaſieſt way for a learner, is to make it as you made the firſt part of your b thus f and then ſtrike the ſame ſtroake ſomewhat longer thus f f

g Your g is made with the firſt ſtroke of your thus turned round at the fot iuſt as high as the firſt ſtroak thus c which done, ſet your pen where you laſt toke it off, and drawing it downe as lowe as ỹ head of your q is long thus q turn it quickly with the edge of your pen towardes your lefte hand thus q and cloſe it at the head in the ſame manner and with the ſame ſtroake as you made your thus q

b Your b is made with the firſt part of your b thus f which done, ſet your pen in the loweſt part of it, and with the edge of your pen make a very ſmall ſtroke, and carrie it ſlope a little way thus f which done, turne it round thus f and in the turning it from the end of the compaſſe, drawe a ſlope ſtroke towards your left hand nere the length of the body thus f then ſet your pen at the end therof and turne it vp round lightlye towardes the bellye with a reaſonable compaſſe thus f f f f

t Your is eaſily made, for it is ſimply the firſte parte of your or the laſt ſtroke of your

Your

Your f is made with the first parte of your ſ k
thus f with the same foot that your ſ is before it
is turnde round thus f then make a small compas
which is the eye, as neere the middest as you can
thus f and in the middest iust betwéen the eye and
the foote make a stroke through thus f f

Your ſ is likewise easily made, for it is onelye l
the first part of your ſ thus ſ

Your m is made with the first part of your i thus m
i then set your pen at the foote of the same stroke
and carrie vp your hand a slope from the foot to the
head with the edge of your pen thus ,, thē from the
toppe of the same stroke bring downe such another
stroke as your firste and no lower, thus i ,, then
from the foote of the secoud straight stroake, carrie
vp another slope stroake as you did before: and so
from the head of that slope stroake bring downe a
third straight stroake thus ,, ,,, ,,, and your
,,, is made.

Your ,, I néed not stand vpon, for it is the two n
first straight strokes of your ,,, thus ,,

Your o is simple the first part of your o thus o

Your p is made with the first part of your p or p
p sauing that it must be somewhat slope towardes
the right hand, and turning backe a very little to-
wards the lefte hand thus p p then at the foote
therof and a little behinde it set your pen and make
the same compasse as you did to the belly of your ſ
thus ſ then setting your pen where you tooke it of
last and make a straight stroke as low as the first
part of your p is long, thus p p

q Your q is simplie your a sauing that you must bring down the first stroke of your a as far below the proporcion of your a as your a is long, thus q

r Your r is easily made also, for if you mark it it is but the firste parte of your p thus r then setting your pen iust in the middest of the lowest flat stroke thus r carry vp your hand directlye as high and no higher then your first stroke, and withall with the edge of your pen at the top of the same stroke, strike the like small stroke as you did to the head of your r thus r

ſ Your ſ which we call the long ſ is best made as you make your f (till you be more perfect) except that the lowest parte of the head must be somewhat further off from the body of it thus ſ ſ ſ

s Your s which we call the round or little s is easiest made with your o thus s at the highest part wherof toward your right hand set your pen and drawe a little slope stroake thus s which turned backeward a verye little towardes the lefte hand makes your s s s

t Your t is a straight full stroake, sauing that the toppe of it is somewhat slope thus t and the stroke thorough the same must you make no nærer nor higher from the foot of it then that betwœn the same stroke and the foot you may easily make an o thus to.

v Your v is alredy shewed you, for it is the first whole parte of your v thus v

w Your w is likewise your v sauing that the last part is your single v or the head of your v thus w

Your

Your x is made with a slope stroke thus turned vp round from the foot to the head thus x then setting your pen where you last took it off, compasse it round to your right hand thus x x

your y is very easie, for it is but the first part of your r thus i with the taile of your h ioyned to it thus. y

NOw that I haue shewed you the breaking and making of euery perticular letter in the crosse rowe, it is as necessary to shewe you how to ioyne and set them in their order.

Firste you must speciallye marke how many of your letters haue whites or compasses.
And euery one of them in wordes as they fall out, must you as néere as you can make of like bignes, as for example a b d e g h o p q s v y and your blackes which is al the strokes in euery letter also: must be of like fulnes as néere as you can: yet for your f s and t it is tollerable that you make them fuller then the rest.

to a i l m All the letters in the crosse row excepting f s k t are to be ioyned to the foote of them thus ab ar ad id ia it la ma

to b d o p v There is no other letters to be ioyned but these that follow, and they must be ioyned thus br bi bm bn bu all the rest must stand as close as they that ioyne, as thus by bd bh bl &c. sauing the e o which you may ioyne thus be bo

to a r e f y k x Must you ioyne all your letters alike as t ra ea fa ya la ra and as you thus ioyne your a to

euery

euery of these perticular letters, so must you do also all your other letters, excepting b l h which you may closely set by thus rb cl gh.

All your letters must stand close not toyning to the belly, as ho he hi hl etc. I set no more examples for that these letters are in effect the beginnings to all the rest of the letters in the crosse row.

It is sufficient that you set the vsuall letters that followes it in this manner qu for you shal neuer haue any other letter follow q besides u

You must set euery letter that followes it, as neere to the bodye of it, as the rest of your letters stand one from another thus

you must set all the letters thus

For the setting of your wordes, the distance of them is vsuallye knowne: viz. betweene euerye word the space of an o and as you keepe equall distance betweene your woordes, the like care must you haue for your letters, that they stand not one wider or closer, or one higher or lower then another.

For

For the Roman hand.

The Distinguishing of Letters.

TO learne to make your letters spœdily.

First especiallye marke how many letters are made after one fashion, by noting whereof you shall very easilye attaine to the making of al your letters, as for example. Make the halfe of a compasse somewhat longer then your secretary thus which makes the

The next is a slope stroke towardes your left hand thus which is the first part of your whereby you shall make your

The next is this little stroke somewhat slope, and a little longer then your secretary thus which is a letter of it selfe called whereby you make and by drawing it somewhat longer thus makes your with the first stroke of your turned backward thus

The little hauing their proportion of themselues. I will shew how to make them afterward in the true making of letters.

Now that I haue thus distinguished euery letter, I will likewise shew you how euery letter is made by himselfe.

The

a The a is made with his first compas as before thus c which done, set your pen on the highest parte thereof where you firste began it, and from thence draw downe a stroke like vnto your i as lowe and no lower then your first compas thus a

b The b is made with the firste stroke as before thus f which done, set your pen iust aboue the fot as high as you meane to make the rest of your letters in deapth thus f and so carrying it round as I shewed you in the head of your p close him iust in the fot as round as you can thus b.

c The c is simplic your first part of your a thus sauing that at the head you must make it somewhat full thus c

d The d is also your a and till you grow somewhat perfect, when you should make a d make an a and then to the highest cozner ioyne cleanly the first part of your b thus d

e The e is also your c turned in a little at the head thus e

The f is also the first part of your f being iust in the middest turned backward like the fote of your f thus f

g The g is also your a being brought downe a little way with a slope stroke thus g then carrye your pen with a small stroke somewhat compasse toward your left hand thus g and from thence carry him with another slope stroake back towardes your

your right hand and vp to the head of your g thus g

The h is made as your f sauing that you must leaue it open onely at the foot thus h h

The i is made before i

The k is made with the first stroke of your b thus k then as high from the foote of the stroke as the top of the belly of your b or h make a little eye thus k at the lowest end whereof set your pen and make a slope stroke no lower then the foote of the first stroke thus

The l is only the first part of your b thus l

The m and n is thus made, first with your m then from the middest thereof make a small slope stroke with the edge of your pen as high & no higher then your first stroke thus n that done, set your pen at the top of that last small stroke and make another little stroke as your first no lower then the same, nor wider nor closer at head then at foot thus n and so for the third stroke do in all respectes as you did for the second thus n n

The o is easily made, for it is but the first part of your a turned round to the head thus o

The p is onely the latter halfe of your p thus p with the belly of your b thus p

The q is onlye your g sauing that you must make the last part of it somewhat longer thus q

The r is onely the first part of your n thus r

The little s hath his proportion of himselfe and the easiest way for a learner is to make a litle compasse thus small and so to make the like bache-

ward

ward ioyning to the bottom of the first thus

t The t is simplie your s sauing that it must be a little longer vpward thus t

u The single u is but two strokes like your i ioyned together at the fote, and one no higher nor lower then another nor wider at head then at fote thus u

v This v is also a single u and it is thus made. First make such a stroke as this ⁀ then let your pen at the ende thereof, and with the edge of your pen make a slope stroke vp towards your left hand thus ⁀ and so at once carry it compasse vp as high and no higher then your first stroke thus v

w The w is onely two of those compasses ioyned together thus w

x The x is made with the head of your p thus ⁀ and the first part of your c thus ⁀ ioyned together. x

x TOuching the ioyning of this hand, I take it, that there is no necessitie therein, for it is most vsually written vnioyned & commendable. Therfore in my opinion when you haue attained the perfection of the letter, if you will obserue but a reasonable distance in the setting of your letters & likewise in your words you shal finde it more easie and best. For ioyning of the letters wilbe (in a learner) a cause of close writing, which in a Roman hand is not tollerable.

FINIS.

Collated & K
8/29/33 RA